

HARBORFIELDS CENTRAL SCHOOL DISTRICT
GREENLAWN, NEW YORK

Kind of Meeting	-	Regular Meeting
Date of Meeting	-	December 12, 2012
Place of Meeting	-	OMS Board Room
Board Members Present	-	Mr. Giuliano, Mr. Banks, Mr. Mastroianni, Dr. McDonagh, Mr. Schoer, and Mr. Toles
Board Members Absent	-	Ms. Boba
Others Present	-	Ms. Todaro, Mr. Nimmo, Mr. Sallie, Ms. Whelan, Christopher Guercio, Esq. and Community Members

Mr. Giuliano called the meeting to order at 7:05 p.m.

EXECUTIVE SESSION

Upon motion duly made by Mr. Banks, seconded by Mr. Schoer, and carried (6-0), the Board and district office administrators moved to Executive Session at 7:06 p.m. for the purpose of confidential discussions on contract negotiations.

The Board reconvened the regular meeting at 7:50 p.m. Mr. Giuliano led the audience in the Pledge of Allegiance, and he instructed those in attendance where to exit the building in case of an emergency. He asked that all cell phones and beepers be silenced during the meeting.

PUBLIC PARTICIPATION

There was no public participation at this time.

SUPERINTENDENT'S REPORTS

Student Representative's Report

Michael Carillo, student representative from HHS, gave the following report:

- The Steven J. Mally Memorial Wrestling Tournament was a huge success with nine teams participating.
- The junior and senior leadership classes have made three trips to Long Beach to assist with clean up and distribution of supplies to residents affected by Super Storm Sandy.

- Students Alexandra Katz and Graham Cohen earned the Suffolk County Zone Award for all around excellence in physical education.
- Students Miranda Abbott and Daniel Saulle were selected to participate in the 2013 NAfME All-Eastern Honors Music Ensemble.
- Harborfields High School senior, Andrew Walsh, was named National Football Foundation and College Hall of Fame Golden 11 Scholar-Athlete for Suffolk County.
- Harborfields High School junior, Lian Giusto, qualified as an alternate representing Suffolk County at the NY State Girl's Gymnastics Championship.
- Students Nicolette Gibbons, Kaylee Griskie, Sierra Weiner, and Nina Lesser received All-State swimming recognitions.
- Harborfields PTSA Reflections Award Winners: Visual Arts/Award of Excellence (Kellie Roy), Visual Arts/Award of Merit (Chelsea Abreu, Callie Barth-Dwyer, Pamela Best, Diana Dreifuss, Ellie Horn, Nicole Logrieco, Alexa Overeem, Kellie Roy, Chris Smith and Corinne Stein), Photography/Award of Excellence (Eliza Greenberg), Photography/Award of Merit (Kristen Carroll, Melissa Davis, Jessie Edelstein, Astrid Gaona, Giovanna Lesser, Larry Lesser, and Marisa Peragine), Literature/Award of Excellence (Pamela Best), Literature/Award of Merit (Megan Balduzzi, Alex Bloom, Nina Lesser, Chelsey Lustig, and Kelly Stone), Film Production/Award of Excellence (Robert Riglietti), Film Production/Award of Merit (Sydney Wittenberg).
- Several students (Faith Dwyer, Tim Francois, Ryan Monaghan, Calder Schecterson, Taylor Miltner, Logan Klaire, and Jose Molina) received recognition through the Random Acts of Kindness program.
- Congratulations to Mr. Paul Lasinski on receiving the Sciera Service Recognition Award from the NY State Athletic Trainers Association and on his selection as the Dowling College/News 12 Educator of the Month.
- The fall theater production, *Bloody Murder*, was a fantastic show.
- The Holiday Children's Festival at Gardiner Barn was held on December 8, 2012.
- The fall/winter art show was a great success.

Superintendent's Report

Ms. Todaro announced that the Board of Education would be adopting the revised school calendar for 2012-2013 at tonight's meeting. She noted that the revisions made to the calendar are necessary in order to meet the state statutory 180-day session

requirement and are similar to the calendar revisions being made by many other local school districts.

Ms. Todaro stated that the holiday concerts are underway this week at Oldfield Middle School and next week at Harborfields High School. She stated that she attended the first of the OMS holiday concerts last evening, and it was a wonderful performance. She thanked all the music teachers and Mr. Thomas Gellert, Art & Music Director, for all their hard work.

Ms. Todaro announced that the 2013-2014 budget development process is underway, and the first round of discussions regarding the budget process will begin at the January Board of Education meeting. An overview of the continuing budget process will be presented at subsequent Board meetings.

Ms. Todaro further noted that the location of the January Board of Education meeting has been changed to the auditorium at Oldfield Middle School and not Harborfields High School, as originally scheduled, due to the large number of students slated to receive Board of Education recognition awards. She reminded everyone that the date of the meeting is Wednesday, January 16, 2013.

Ms. Todaro mentioned a recent *Newsday* article, which noted the district's selection as an AP STEM (Science, Technology, Engineering and Math) grant recipient. Ms. Todaro explained that the grant award provides districts with some additional funding for classroom resources such as supplies and materials to enhance their AP (Advanced Placement) course offerings in math, science, technology and engineering; though the grant award does not provide funding to support additional staff to offer these programs. Grant money will vary from \$2,000 to \$10,000 depending on course subject.

Ms. Todaro made a brief statement on the topic of bullying. She noted that Internet bullying is a serious and dangerous problem, referencing a recent situation that occurred at OMS, which required intervention at the Superintendent and Board of Education level. She reiterated the district's policies (DASA, Character Education Program, etc.) to address this important issue and noted that the district takes a very serious approach when instances of bullying are brought to their attention.

She concluded her report by wishing all those in attendance a wonderful holiday season.

Overview of the APPR Process

Ms. Todaro presented an overview on the APPR (Annual Professional Performance Review) Plan with regard to the Teacher Evaluation Process. She noted that the district selected the Charlotte Danielson 2007 Rubric (four domains) and described how the district aligned with this rubric. She described how tenured and non-tenured teachers would be observed under the APPR Plan, and noted that the new plan provides greater uniformity and enhances consistency throughout the district. Ms. Todaro introduced two

members of the APPR committee, Ms. Susan Turrini and Ms. Donna Robson, who continued with the presentation by providing an overview of the forms that were developed for the observation/evaluation process. The Board expressed their appreciation for the presentation; stating that it was informative to see it from the teachers' perspective and thanked the teachers for their contributions in helping to develop the APPR Plan.

BOARD OF EDUCATION MINUTES

The Board of Education accepted the following minutes:

- Special Meeting, November 6, 2012
- Regular Meeting, November 14, 2012
- Special Meeting, December 5, 2012

FINANCE CONSENT AGENDA

4.1 Call for Removal of Resolutions from the FINANCE Consent Agenda

Mr. Schoer called for the removal of Items 4.7 and 4.8 from the Finance Consent Agenda for further discussion.

4.2 Finance Consent Agenda

Upon motion duly made by Mr. Toles, seconded by Dr. McDonagh, and carried (6-0), all items in the area of Finance, with the exception of Items 4.7 and 4.8, on the agenda of December 12, 2012 were approved by the Board of Education by consent. The Board expressed their thanks and appreciation for the gift items included in the Finance Consent Agenda.

4.3 Financial Status Report

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Financial Status Report for October 2012.

4.4 Quarterly Financial Report – 2012-2013

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Quarterly Financial Status Report for September 2012.

4.5 Schedule of Bills

Upon the recommendation of the Superintendent of Schools, the Board of Education accepted the Schedule of Bills attached to the agenda of December 12, 2012.

4.6 Treasurer's Report

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the Treasurer's Report for October 12, 2012.

4.9 Surplus Books

Upon the recommendation of the Superintendent of Schools, the Board of Education approved that the surplus books, as listed in the attachments to the agenda of December 12, 2012, be declared surplus and disposed of accordingly.

- Library books in the OMS Library

4.10 Private School Placement/Special Education Services Contract

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following special education services contracts between the Harborfields Central School District "District of Resident" and the school "District of Location" listed below. The "District of Residence" will be billed for special education services for children residing in the Harborfields Central School District and attending nonpublic schools in said school districts in accordance with Education Law Section 3602-c and regulations of the Commissioner of Education.

District of Residence:

- One (1) student residing within the Harborfields Central School District attending a private school within the Smithtown Central School District effective July 1, 2012 through June 30, 2013
- One (1) student residing within the Harborfields Central School District attending a private school within the South Huntington Union Free School District effective June 30, 2013

4.11 School Services/Specialized Education Agreement

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following School Services/Specialized Education Agreements for the 2012-2013 school year between the Harborfields Central School District and the contractor listed below, in accordance with Part 200 of the regulations of the Commissioner of Education for children with handicapping conditions.

- **Cost Management Services, Inc.** to provide Medicaid loss prevention and billing services for the period July 1, 2012 through June 30, 2013 at a rate set forth in said agreement.

4.12 Appointment of Acting District Clerk to Serve at Annual Meeting and Election of the Harborfields Public Library and Appointment of Director to Accept Absentee Ballots

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the appointment of Ann Marie Jones as Acting District Clerk of the Harborfields Public Library for the purpose of performing such duties of the District Clerk, as may be required under the Education Law, in connection with the Harborfields Public Library Budget Vote and Trustee Election to be held on April 2, 2013. Ann Marie Jones' authority shall be limited solely to those actions required of a school district clerk in connection with said Budget Vote and Election for the Harborfields Public Library and upon the performance of such duties, the authority vested in Ann Marie Jones by this resolution shall terminate.

Carol Albano, Director of the Harborfields Public Library, or her designee, was appointed for the purpose of accepting absentee ballots for the Harborfields Public Library Budget Vote and Trustee Election to be held on April 2, 2013.

4.7 Authorization to Purchase Natural Gas Under Suffolk County Contract

Upon motion duly made by Mr. Schoer, seconded by Mr. Toles, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board approved the following resolution:

Whereas, subdivision (3) of section 103 of Article 5-A of the General Municipal Law provides, in part, that:

“[i]... any officer, board or agency of a political subdivision or of any district therein [is] authorized to make purchases of materials, equipment or supplies,...

when available, through the county in which the political subdivision or district is located or through any county within the state subject to the rules established pursuant to subdivision two of section four hundred eight-a of the county law ...;”

and

Whereas, subdivision (2) of section 408-a of the County Law provides that “the board of supervisors may, in the case of any purchase contract or any contract for services, other than services subject to article nine of the labor law, ... authorize the inclusion of a provision whereby purchases may be made or such services may be obtained under such contract by any political subdivision or fire company (as both are defined in section one hundred of the general municipal law) or district...;” and

Whereas, Suffolk County Resolution 921-2011 authorized political subdivisions and fire companies as defined by General Municipal Law §100 to use County contracts to purchase natural gas; and

Whereas, it is the intention of the County to issue a request for proposals for a gas commodity price manager and a request for bids for the supply of natural gas, and after evaluation of the responses received, the County may award a contract to a natural gas price manager or a natural gas purveyor, or both; and

Whereas, it is the desire of the County to have political subdivisions and fire companies participate in the cooperative purchase of the natural gas commodity pursuant to GML §103(3), County Law §408-a and Suffolk County Resolution 921-2011; and

Whereas, the economic benefits resulting from a collaborative procurement effort and the combined purchasing needs of municipalities participating in the agreement benefits all taxpayers; and

Whereas, energy commodity market pricing is subject to frequent “real-time” (minute by minute) change based on free market conditions, and energy marketers will not guarantee pricing included in bid responses for more than a few hours after the official bid opening, therefore making it necessary for Suffolk County representatives to know with certainty which municipalities will participate in a gas purchase agreement and the respective consumption habits of all participants in order to properly evaluate a bid; and

Whereas, it is the desire of the Harborfields Central School District to participate in the County’s request for proposals for a gas commodity price manager and the request for bids for the natural gas commodity, and to satisfy its natural gas needs via cooperative purchases of the commodity pursuant to the terms and conditions of the natural gas purchase agreement awarded by the County; now therefore be it

Resolved, the Assistant Superintendent for Business and/or his/her designee(s) is hereby authorized, directed and empowered, to cooperate and participate in the County’s request for proposals for a gas commodity price manager and the request for bids for the natural gas commodity, by supplying to the County all necessary information relating to the Harborfields Central School District’s natural gas consumption history and projected consumption needs and such other information as may be necessary for the County to develop complete requests for proposals or bids, or both; and it is further

Resolved, the Assistant Superintendent for Business and/or his/her designee(s) is hereby authorized, directed and empowered, to (i) utilize the services of the natural gas commodity price manager the County may retain to assist with the pricing and procurement of the natural gas commodity, and to (ii) commit to

purchase and in fact purchase natural gas for the Harborfields Central School District pursuant to the terms and conditions of any natural gas purchase agreement the County may award; and be it further

Resolved, the execution and delivery on behalf of and in the name of the Harborfields Central School District by the Assistant Superintendent for Business and/or his/her designee(s) of such agreements, instruments and/or authorizations as may be contemplated by, or necessary or advisable to, consummate or otherwise give full effect to the transactions contemplated by this Resolution is hereby authorized and directed as the Assistant Superintendent for Business and/or his/her designee(s) may approve, and the execution and delivery of such agreements, instruments and/or authorization shall be conclusive evidence of the approval, the authorization and the direction thereof by this Board of Education of the Harborfields Central School District.

4.8 Acceptance of Gifts/Grants and Increase In Appropriations

Upon motion duly made by Dr. McDonagh, seconded by Mr. Schoer, and carried (6-0), and upon the recommendation of the Superintendent of Schools, the Board of Education accepted the following gifts/grants with thanks:

- E-Rate Grants from AT&T (\$1,506.43), Verizon (\$5,691.41) and Cablevision (\$36,975.34) to be used under the guidance and direction of the Office of Curriculum and Instruction to support the district's technology program.
- Harborfields Booster Club donation (\$4,000) to be used under the guidance and direction of the Director of Health, Physical Education and Athletics to support the district's physical education and interscholastic athletic programs.
- St. Hugh Basketball donation (\$4,000) and donation from Bob and Jeanne Turner (\$1,000) to be used under the guidance and direction of the Director of Health, Physical Education and Athletics to support the district's physical education and interscholastic athletic programs.

Further, upon the recommendation of the Superintendent of Schools, pursuant to the anticipated receipt of the gifts to reimburse our expenses, appropriations for 2012-2013 be increased as follows:

A2630.2000.42.2630	\$44,173.18
A2855.4200.42.2855	\$ 4,000.00
A2855.2000.36.2855	\$ 5,000.00

with the understanding that this increase in appropriations is matched by unanticipated revenue and will, therefore, result in no impact on the tax levy.

HUMAN RESOURCES CONSENT AGENDA

5.1 Call for Removal of Resolutions from the HUMAN RESOURCES Consent Agenda

There were no items removed from the Human Resources Consent Agenda.

5.2 Human Resources Consent Agenda

Upon motion duly made by Mr. Banks, seconded by Mr. Toles, and carried (6-0), all items in the area of Human Resources on the agenda of December 12, 2012 were approved by the Board of Education by consent.

5.3 Leaves of Absence

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following leaves of absence:

Name	Assignment	School	Dates Paid	Dates Unpaid
Christine Collins	Physical Education Teacher	TJL	4/1/13 – 6/21/13	6/24/13 – 8/31/13
Robert Laria	Teaching Assistant	HHS	N/A	11/13/12 – 6/30/13
Melissa Mancuso	Reading Teacher	TJL	4/1/13 – 6/21/13	6/24/13 – 8/31/13
Melinda O'Donoghue	Elementary Teacher	TJL	3/6/13 – 4/19/13	4/20/13 – 5/24/13
Maureen Raynor	Teacher on Special Assignment	District	3/18/13 – 4/19/13	4/20/13 – 5/24/13

5.4 Decrease in Hours

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following employee be granted a decrease in hours:

Name	Assignment	School	Type of Appointment	Effective Date
Kiefaber, Sharon	Food Service Worker	HHS	From: 3.5 hrs./day To: 3.0 hrs./day	9/1/12

5.5 Increase in Hours

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following employees be granted an increase in hours:

Name	Assignment	School	Type of Appointment	Effective Date
Beltran, Carlos	Food Service Worker	TJL	From: 3.0 hrs./day To: 4.0 hrs./day	9/1/12
Jenkins, Mary	Food Service Worker	TJL	From: 5.0 hrs./day To: 5.5 hrs./day	9/1/12
Michta, Laura Jean	Food Service Worker	TJL	From: 4.0 hrs./day To: 5.5 hrs./day	9/1/12
Mott, Rene	Food Service Worker	OMS	From: 3.0 hrs./day To: 4.0 hrs./day	9/1/12
Phillips, Holli	Food Service Worker	OMS	From: 4.5 hrs./day To: 4.75 hrs./day	9/1/12
Tillman, Monique	Food Service Worker	WDPS	From: 3.0 hrs./day To: 3.5 hrs./day	9/1/12

5.6 Amended Extra Assignments

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following extra assignments in accordance with the schedule attached to the official minutes of the meeting of December 12, 2012:

Name	School	Extra Assignment
Ellick, Steven	OMS	0.2 Technology Teacher
Ello, Pamela	OMS	0.2 Technology Teacher

5.7 Changes of Status

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the following changes in status in accordance with the schedule attached to the official minutes of the meeting of December 12, 2012:

Name	Assignment	School	Type of Appointment	Effective Date
Melissa Reisen	Elementary Teacher	TJL	Regular Substitute	From: 1/16/13 – 6/30/13 To: 12/6/12 – 6/30/13
Linda Romandetti	From: Clerk Typist To: Sr. Clerk Typist	OMS	Probationary	12/3/12

5.8 Extracompensation Appointments Schedule 2012-2013

Upon the recommendation of the Superintendent of Schools, the Board of Education, approved the appointees specified on the Extracompensation Appointment Schedule, as attached to the official minutes of the meeting of December 12, 2012.

5.9 Addendum to the 2012-2013 Substitute List

Upon the recommendation of the Superintendent of Schools, the Board of Education, approved the substitute list addendum, as attached to the official minutes of the meeting of December 12, 2012, for the maximum period through June 30, 2013 to serve at the pleasure of the Board.

5.10 Authorization for Board of Education Members, District Clerk, and District Office Administrators to Attend Conferences

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the resolution authorizing the Board of Education members, district clerk, and the district office administrators to attend the conferences listed below and be reimbursed for expenses in accordance with Policy File 2521:

- NYSSBA's Winter Law Conference: *Understanding Employment Discrimination*, January 10, 2013, Courtyard by Marriott, Ronkonkoma, NY
- NSBA Federal Relations Network Conference in Washington DC, January 27-29, 2013. (Registration to this event is to be paid by NYSSBA for Gary Schoer to attend as Area 12 Representative). Note: Mr. Schoer stated that he is electing not to seek reimbursement from the district for his hotel and airfare expenses.

INSTRUCTION CONSENT AGENDA

6.1 Call for Removal of Resolutions from the INSTRUCTION Consent Agenda

There were no items removed from the Instruction Consent Agenda.

6.2 Instruction Consent Agenda

Upon motion duly made by Mr. Toles, seconded by Mr. Schoer, and carried (6-0), all items in the area of Instruction on the agenda of December 12, 2012 were approved by the Board of Education by consent.

6.3 Review of IEP Recommendations and Authorization for Placement and Services

Upon the recommendation of the Superintendent of Schools, the Board of Education, having reviewed the IEP recommendations, approved that authorization be granted to

provide for the placement and services contained in the following recommendations of the SCSE and CPSE:

- **Committee on Special Education** meetings dated October 17, 2012, November 28, 2012 and November 29, 2012.
- **Committee on Preschool Special Education** meeting dated November 15, 2012.

6.4 Adoption of Revised 2012-2013 Calendar

Upon the recommendation of the Superintendent of Schools, the Board of Education adopted the revised 2012-2013 Harborfields Central School District's calendar as contained in the official minutes of the meeting of December 12, 2012.

6.5 Adoption of Revised Board of Education Policy

Upon the recommendation of the Superintendent of Schools, the Board of Education adopted the following revised policy as attached to the agenda of December 12, 2012:

- File 8114: Student Transportation Services

6.6 First Reading of Board of Education Policies

The following policy was presented to the Board of Education for a first reading for action at a subsequent meeting. No action is required at this time.

- File 5420: Student Health Services
- File 5420-R: Student Health Services-Regulation
- File 6240-R: Investments-Regulation

ITEMS FOR DISCUSSION

Update of Alternative Transportation Scenario – Memo from Bill Nimmo

The Board discussed the transportation alternatives outlined in Mr. Nimmo's memo. Ms. Todaro noted that this topic was previously discussed during last year's budget development process, and it was decided to revisit the issue later. She noted that while changes to the mileage eligibility limits would yield a potential savings in transportation costs for the district, it would also impact a certain number of students. The Board also discussed decreasing the number of buses based on utilization. Mr. Nimmo noted that any reduction in the number of buses used would impact the agreement we currently have with the vendor, Huntington Coach, and could possibly result in additional costs to the district. It was recommended that random audits be conducted throughout the year to evaluate the usage of buses.

STEM Education – Newsday Article

The Board discussed the November 26, 2012 article in *Newsday* on STEM (Science, Technology, Engineering and Math) education. It was noted that the Federal government is strongly advocating STEM education, and the consensus among Board members was that the district should get in front of the issue now; take a proactive rather than reactive approach. The Board referenced Ms. Todaro's earlier comments regarding the AP STEM grant, and noted that they would like to receive input from the Superintendent and staff on how they would like to see STEM education implemented in the district and what the anticipated costs might be. Ms. Todaro stated that the article notes that the NY State Board of Regents is considering a separate diploma for students focusing on STEM education along with those following a path in career and technical education (CTE). The Board of Regents is awaiting the results of a study by Cornell and Harvard universities before making any decision in this regard. Ms. Todaro further noted that Harborfields is very solid in the math and science course offerings with many of our students enrolled in AP (Advanced Placement) courses. She indicated she will discuss with the high school principal how the district might incorporate course offerings for engineering and/or computer science disciplines. She advised the Board that she will continue to explore the possibilities that STEM education holds for the district, including the costs involved.

BOARD OF EDUCATION ACTIVITIES

HHS Athletic Wall of Fame Induction Ceremony, November 24, 2012

Mr. Schoer and Ms. Todaro attended the Athletic Wall of Fame Induction Ceremony at Harborfields High School where three students were inducted. They stated that Mr. Valente put together a very nice program with musicians and vocal groups providing entertainment and heartfelt speeches by the coaches about the inductees. Mr. Schoer stated that it was a great tradition.

Western Suffolk BOCES Annual Board Dinner, Wilson Tech, November 29, 2012

Mr. Schoer, Mr. Banks, Ms. Todaro, Mr. Nimmo, Ms. Brosnan and Ms. Whelan attended the Western Suffolk BOCES Annual Dinner. Everyone agreed it was a great event and a nice opportunity for the students to showcase the skills they are learning. Mr. Schoer noted that he wished more community members could attend. Harborfields currently has 50 students enrolled in BOCES courses.

PUBLIC PARTICIPATION

A resident addressed the Board stating that she is proud of the educational opportunities offered to our students and complimented the many talented administrators, teachers, students and involved parents. She stated that the district's strong reputation helps maintain property values and urged the Board to remind residents of the district's many accomplishments at budget vote time.

EXECUTIVE SESSION

Upon motion duly made by Dr. McDonagh, seconded by Mr. Toles, and carried (6-0), the Board, district office administrators and Mr. Chris Guercio, Esq. of Guercio & Guercio, LLP, moved to Executive Session at 9:45 p.m. for the purpose of receiving an update on collective bargaining negotiations.

Mr. Toles left the meeting at 10:50 p.m.

The Board reconvened the regular meeting at 11:05 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Banks, seconded by Dr. McDonagh, and carried (5-0), the Board adjourned the regular meeting of December 12, 2012 at 11:10 p.m.

Respectfully submitted,

Sharon M. Whelan
District Clerk